North Carolina Chapter of The Wildlife Society
Professional Development Grant Application

Application Deadline: November 30th, 2019

This grant program is funded on a semiannual basis upon approval by the Executive Board of the NCTWS. The objective of this program is to provide two grants (one per cycle, up to $250 each) to NCTWS members to assist them in offsetting the cost of attending a professional conference, professional development workshop, training, or other appropriate professional development program. Preference for funding will be given to applicants who have been members of the NCTWS for at least 2 years, and/or who are, or have been, actively involved in the Chapter (e.g., officers, committee members, etc.), and/or who need to gain credits to maintain their TWS Certified Wildlife Biologist certification. Recipients must be members in good standing of the NCTWS at the time of application and attendance at the professional development event as certified by the NCTWS.

APPLICATION

Name________________________________________ Email________________________________________
Address_______________________________________ Phone________________________________________
City__________________________________________ State______________ Zip_________________________
Are you a current member of NCTWS (y/n)? ____________ Number of years as NCTWS member_____________
Involvement in NCTWS__________________________________________________________________________

Professional development event____________________ Location______________________________
Date(s) of event_______________________________

Attach a copy of the agenda, if available.

Needs Statement (500 words maximum)

Describe the expected benefit(s) of attending the professional development event including direct benefits to you, how it contributes to your professional development, whether you have a role in the event, and/or expected benefit(s) to your teaching, research, management, or outreach activities. Indicate whether this will be used to obtain credits for TWS Certified Wildlife Biologist certification.
Provide a budget for the cost of attending this professional development event:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>$___________</td>
</tr>
<tr>
<td>Transportation</td>
<td>$___________</td>
</tr>
<tr>
<td>(if using personal vehicle, see mileage rate below)</td>
<td></td>
</tr>
<tr>
<td>Lodging</td>
<td>$___________</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$___________</td>
</tr>
<tr>
<td>Meals</td>
<td>$___________</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$___________</td>
</tr>
</tbody>
</table>

Your Signature_____________________________________________ Date_____________________

Your signature certifies that you are a member in good standing of the NCTWS, that your dues are paid, and that you will use these funds, if awarded, for the purpose stated in this application.

**All application materials must be received by 1159 pm on November 30 for consideration.**

Please send this application by mail or email to:

Colleen Olfenbuttel, NCTWS Grants and Finance Committee co-chair
1293 Laurel Bluffs, Pittsboro, NC 27312
Phone: 540-239-6457
Email: colfenbu@vt.edu (include “NCTWS Professional Development Grant” in the subject line of the email)

The recipients will be notified within 7 calendar days of the application deadline. Recipients are expected to use the grant within six months of award. If not used, grant funds will be voided. A formal announcement will be made to the membership of the winning recipients in the Chapter newsletter, *NC Wildlifer*. The grant recipients will be required to submit a summary of their experience at the professional development event for publication in an issue of the *NC Wildlifer* (submit to the NCTWS Newsletter Editor; contact for submission deadlines).

Recipients will only be awarded funding for actual expenses (up to $250). To collect the grant, the recipients need to send the NCTWS Treasurer a request for reimbursement, including receipts for all expenses, within 14 calendar days after the event. Mileage on personal vehicles will be at the federal/state rate ($0.54 per mile).